



STATE PROCUREMENT OFFICE  
EMERGENCY PROCUREMENT

13 OCT 29 P1:42

STATE PROCUREMENT OFFICE  
STATE OF HAWAII

TO: Chief Procurement Officer

FROM: Department of Land & Natural Resources-Hawaii-DOFAW

Name of Requesting Department

Pursuant to HRS § 103D-307 and HAR chapter 3-122, Subchapter 10, the Department requests approval for the following:

1. Date or period of Emergency: October 3-8, 2013

2. After-the-Fact: ☒ Yes ☐ No

3. Describe in detail the emergency situation that created a threat to life, public health, welfare or safety.

The event was a wildland fire that threatened the Keanakolu cabins in the Humuula Section of Hilo Forest Reserve. It also threatened the Humuula Trail in the same forest and caused the closure of public access to the forest reserve and trail for the duration of the fire. The fire also threatened to enter the adjacent ranch that is actively grazed by cattle.

4. Vendor/Contractor/Service Provider Name:  
Bertelmann Inc.

5. Amount of Request:  
\$ 3855.33

6. Describe in detail the emergency goods, services, or construction and explain why it is necessary.

The vendor provided a 5000 gallon water tender that reduced the turn-around time for our tenders to get water by 1 hour each trip. The fire was only accessible by 4 wheel drive vehicles and was over 20 miles from the nearest paved road and fire hydrant.

7. State the reason(s) the vendor/contractor/service provider was selected. Explain what competition, as is practicable, was conducted.

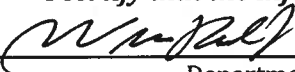
The vendor is HCE compliant and was able to bring his tender half way to the fire on the unpaved road. No other vendors were contacted.

8. Identify the primary responsible staff person(s) conducting and managing this procurement. (Appropriate delegated procurement authority and completion of mandatory training required.)

\*Point of contact (Place asterisk after name of person to contact for additional information.)

Name	Division/Agency	Phone Number	E-mail Address
Steven Bergfeld	DOFAW	808-974-4221	Steven.T.Bergfeld@hawaii.gov
Jay Hatayama	DOFAW	808-974-4221	Jay.M.Hatayama@hawaii.gov

**All requirements/approvals and internal controls for this expenditure is the responsibility of the department.  
I certify that the information provided is to the best of my knowledge, true and correct.**

  
Department Head Signature

10/28/13  
Date

**For Chief Procurement Officer Use Only**

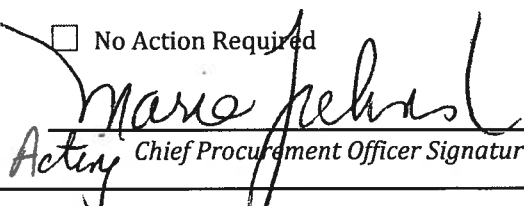
Chief Procurement Officer (CPO) Comments:

Approval is based on the department's determination that the wildland fire needed to be extinguished and contained immediately. This approval is contingent upon vendor being compliant with HRS section 103D-310(c) and HAR section 3-122-112, (i.e. vendor is required to be compliant on the Hawaii Compliance Express) and award is required to be posted on the Awards Reporting System. Copies of the HCE certificate and awards posting are required to be documented in the procurement/contract file. When processing payment to vendor the department shall attach a current compliant HCE certificate with the invoice for payment. If there are any questions, please contact Stanton Mato at 586-0566, or Stanton.d.mato@hawaii.gov.

☒ Approved

☐ Disapproved

☐ No Action Required

  
Acting Chief Procurement Officer Signature

11/5/13  
Date